

**KENTUCKY BOARD OF SOCIAL WORK
BOARD OF DIRECTORS MINUTES
REGULAR MEETING**

Tuesday, March 7, 2017 | 11:47 am | 43-44 Fountain Place, Frankfort, Kentucky

Members Present:

Jay Miller, PhD, CSW - Chair
Jay Davidson, LCSW
Janice James, LCSW
Sally Rhoads, LCSW
Bill Adcock, LCSW

Staff Present:

Florence Huffman, Executive Director
Lindsay Redman, Administrative Coordinator
Lisa A. Turner, Executive Administrator
Molly Bode, Intern
Pat Wasson

Consultants Present: Brian Judy, Board Counsel, Assistant Attorney General

Call to order

Chair Dr. Jay Miller called the meeting to order at 11:47 a.m.

Minutes of February 7, 2017:

Approved: A motion was made by Jay Davidson and a second by Sally Rhoads to approve the minutes of the February 7, 2017 board meeting. The motion carried by unanimous voice.

Executive Director's Report

Operations Report - January 2017

Florence Huffman and Lindsay Redman, Administrative Coordinator, presented the following report:

- Applications received: 47 total
- Applications approved: 40 total (Bachelor's exam: 6; Master's exam: 26; Clinical exam: 8)
- Initial licenses issued: 37 total (LSW: 2; CSW: 18; LCSW: 17)
- Supervision Contracts: 39 approved, 27 incomplete submissions deferred
- Reinstatements: 10 total
- Temporary Permits approved: 0 nonclinical, 2 clinical

Lindsay Redman prepared charts for the calendar year 2016 showing the number of applications received, ASWB exam approvals, initial licensure and renewals broken down by month. It was noted that the high volume months for initial licensure were not the high volume months for renewals.

Lisa Turner is continuing in her effort to attend LCSW supervisor trainings to gather information on the content presented and will report back to the board.

Education and Outreach / Technology

Justin Miller announced that March 17th is World Social Work Day.

Florence Huffman reported that the projects with Kentucky interactive continue to move forward.

Association of Social Work Boards (ASWB)

Florence Huffman gave a report on the Mobility Task Force meeting she attended on February 11-12, 2017. There was discussion about developing a national license application.

Financial Report

January 2017 Revenues and Expenditures

- Sum of Revenues: \$15,680
- Sum of Expenditures: \$31,402
- On March 1, 2017 the Expended Budget was 68%

Travel and Per Diem

Approved: A motion was made by Janice James and a second by Jay Davidson to approve board members' travel and per diem. The motion carried by unanimous voice.

Committee Reports

Complaint Review Committee

Justin Miller, PhD, CSW; Sharon Sanders, LCSW; and Bill Adcock, LCSW

Approved: A recommendation was made by the committee and a second by Jay Davidson for an Assurance of Voluntary Compliance for a case of a licensee practicing one day with an expired license. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Jay Davidson to approve the committee's recommendation for dismissal of case no. **16-11 A & B.** The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Jay Davidson to approve the committee's recommendation to file a Formal Administrative Complaint and Notice of Hearing for case no. **16-34.** The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Sally Rhoads for dismissal of case no. **16-35.** The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Jay Davidson to issue a subpoena to appear to interview the respondent for case numbers **15-14, 16-19 B, 16-24 and 16-25.** The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Sally Rhoads to issue a subpoena for agency records for case no. **16-29.** The motion carried by unanimous voice.

Approved: A recommendation was made by the committee and a second by Sally Rhoads for an Assurance of Voluntary Compliance for case no. **17-05.** The motion carried by unanimous voice.

Application Review Committee

Jay Davidson, LCSW, and Sharon Sanders, LCSW

No Application Committee meeting was held because no applications were submitted for committee review.

Supervision Committee

Justin Miller, PhD, CSW; Sally Rhoads, LCSW; and Jay Davidson, LCSW

No Supervision Committee meeting was held because no items were submitted for committee review.

Continuing Education Committee

Justin Miller, PhD, CSW and Hilma Prather

No Continuing Education Committee meeting was held because no requests for continuing education were submitted for committee review.

Old Business

Justin Miller, PhD, CSW Chair

201 KAR 23: 075 Continuing Education Regulation

The regulation and the Statement of Consideration were filed on February 15, 2017.

Publication of Disciplinary Actions

Discussions continued on the question of whether to link the final order on the website along with a summary of the action to be drafted by board counsel.

Civil action case no. 13-CI-126, Kincer v. Board of Social Work, is still pending in Letcher Circuit Court.

New Business

Justin Miller, PhD, CSW Chair

Refund Requests

Approved: A motion was made Janice James and a second by Jay Davidson to deny the refund request for the application fee of a withdrawn application. The motion carried by unanimous voice.

Adjournment

Approved: A motion was made Janice James and a second by Sally Rhoads to adjourn the meeting at 1:45 p.m. The motion carried by unanimous voice.

Respectfully submitted,


_____, Ph.D., CSW
Dr. Justin "Jay" Miller, Ph.D., CSW, Chair